Minutes for

January 9, 2018

Meeting of Project Impact STEM Academy Board of Directors

1. CALL MEETING TO ORDER
	1. Time 6:49PM
2. ROLL CALL
	1. Director Fleming
	2. Director Ronge
	3. Director Woolley
	4. Director Peterson
	5. Director Jensen
3. CHECKER: Director Jensen TIMEKEEPER: Director Peterson
4. Reading of the Mission: Director Woolley
5. ADOPTION OF THE AGENDA
	1. **M/S (Fleming/Ronge):** *The motion passed unanimously*
6. Approval of Prior Meeting Minutes
	1. **M/S (Fleming/Woolley):** *The motion passed unanimously*
7. OFFICER REPORTS
	1. Chair – Director Fleming reminded the board to continue using Asana and to seek an understanding of it.
8. UNFINISHED BUSINESS
	1. Registrar
		1. SIS system: Alma demo/discussion

 Beth Ward provided a summary demonstration on the Alma system to the board

 The total cost for ALMA is $6579 for the forst year and $4594 for subsequent years

 **M/S (Fleming/Ronge):** To contract with ALMA is for our SIS system. *The motion passed unanimously*

* 1. Finance
		1. Grants: Bluum, Steelcase, New Schools - no update
		2. Kitchen/Lunch Service bids (Jensen)

 Mrs. Neddo followed up with a vending machine company. She and Director Jensen also talked to the manager of the Kuna Subway. They are willing give PiSA same deal as Falcon Ridge, that being $4.25/sandwich that feeds 4. To partner with Pizza Hut, the decision cannot make the decision locally, so corporate was contacted. For bids, there is a formal process. Information about this process can be found in Asana. An outline needs to be made for purchases of kitchen smallware by February. Director Jensen needs to follow up with a water company for water coolers. We will need 4-5. One company to contact is Treasure Valley Coffee. **(ACTION)**

* + 1. Transportation bids (Jensen)

 Brent Carpendar at Brown Bus was contacted. A request for bids needs to be posted in to the public for 28 days. Director Fleming will follow up to see if we have to use newspaper. **(ACTION)**

* 1. Stakeholders
		1. Advisory Council

 Added to our list: Mayor Joe Stear, Taylor Chadwick of the Rotary Club. Mayor Stear will to choose a youth counselor to add to the council.

* + 1. Community Meeting

 Meetings will be held Thursday, January 25th,  and Thursday, February 8th from 6-8 PM at the Kuna Community Hall, located at 360 W Main St

 Flyers will be created and the event will be posted on social media.

 At the event, there will be a able with enrollment information, a table for community members to sign up to be on curriculum committees, a table with coffee, hot chocolate, and treats, and some STEM activities for kids, led by Mrs. Neddo.

* + 1. Org Chart (Woolley)

 Director Peterson will add to website

 Director Woolley to e-mail to everyone

* + 1. Curriculum Selection Process (Neddo)

 The first Summit stage has been passed, and now we are on to the next step in obtaining Summit Learning.

* + 1. Marketing Signs purchase (Mrs. Neddo)

 To purchase corrogated signs to put around town, the cost is $201.95 for 50 signs with stands. Lamar owns the bulletin board on the south side of town and has been contacted. Director Peterson and Mrs. Peterson will create flyers advertising the lottery to place around town. The cost to advertise on that billboard is $1500. Yesco owns the billboard by Albertsons and has been contacted, but has not responded. A private donation will pay for it. **M/S(Fleming/Woolley):** To purchase 50 corrogated signs for $201.95. *The motion passed unanimously*

* + 1. Kindergarten survey (Peterson)

 A poll went out to the community asking preferences for Kindergarten. Questions posed were:

 Would you want all day Kindergarten? 7 said no, 9 said yes (if it was free), 9 said yes (even if they had to pay)

 Would you want half day Kindergarten? If so, AM or PM? 21 said AM, 1 said PM, 1 something else.

 There were 25 responses

 Director Fleming went back to budget and Kindergarten teacher is budgeted for full time.

 Board members to make decision for Kindergarten configuration by the next meeting.

* 1. Facilities
		1. (Executive discussion)-post regular meeting
	2. Governance
		1. Board Meeting Calendar (Fleming)

 Board meetings will be held on the first Tuesday of each month, unless it’s a holiday.

 Our calendar should eventually reflect dates for audits, performance reviews, leaders, board training., etc. Anser sent their entire calendar for review and guidance.

* + 1. STEM Klub position description (Fleming)

 Done

* 1. Policy
		1. ISBA – policy purchase timeline (Fleming)

 April Hoy-Timeline-Do not plan on having The revised version will not be available until June/July. Director Fleming asked if we can begin with the current version and ISBA will give us the revised version later. April Hoy said she will get back to us about it.

* 1. Registrar
		1. Recruitment Policy (Fleming)

 Our recruitment policy on Asanais vague, but lists 5 activities that we will do to promote recruitment-see Asana for details.

* + 1. Enrollment: general update (Peterson)

 There are currently 88 students enrolled without a hard marketing push. Students are reflected fairly evenly across grade levels.

* 1. Human Resources
		1. Admin position updates (Fleming)

 There are currently 29 applicants for Director of Operations and 5 for Director of Education.

* 1. Technology
		1. 5-year IT plan, e-Rate process (Peterson)

 PiSA is officially signed up for E-Rate. Ben # FCCRN number. Director Peterson is the admin. Form 470- bid form needs to be completed by Feb 22. Once the buiding location is finalized, we can ask for bids. It is difficult to create bid without building. Internet needs to wait to we can tell them where to run it to. CMIT information. A number of students for free/reduced lunch is needed to determine E-Rate. Could we go off Kuna School District’s numbers?

* 1. Special Populations
		1. Home Language Survey (Ronge)

 Done and will be put into ALMA

* 1. Reporting
		1. SDE Boot Camp April 26-27 2018 - 2 days – who?

 1 or 2 board members and school leadership need to attend.. Director Ronge, Director Peterson are available to attend.

* 1. Nutrition
		1. NSLP Application (Neddo)

 Nothing new

* 1. Asset Management
		1. Tracking for asset access (Ronge)

 Done-nothing new

1. NEW BUSINESS
	1. Registrar
		1. Lottery: Process, Notifications and Policy development (Fleming)

 Director Fleming met with the Department of of Education to learn the proper lottery process. She discussed this process with the board. Director Peterson is writing the policy that describes lottery acceptance.

 Director Ronge asked if the wait list will be by date or draw number? Director Fleming answered that it will be draw number, then time stamp after application time is over.

 Someone without a “Stake in the game”to pull numbers on lottery date. It was discussed to have Jazmine Martin do this.

* 1. IRS donation letters

 Mrs. Neddo needs an IRS donation letter.

1. ANNOUNCEMENTS/PUBLIC DISCUSSION
	1. Public members wishing to speak

 A community member asked if will there be any sports for kids in junior high? PiSA will do the same as the Kuna School District. Students can “Pay to Play” in community sports.

 Kevin Christensen attended Falcon Ridge’s board meeting to propose shared bussing. Falcon Ridge is skeptical and concerned about discipline on the bus, relating to kids from 2 different schools having trouble on the bus. In that respect, a code of conduct with both schools would be created to present to parents/students. Falcon Ridge also claim their busses are full. A sit down needs to be scheduled to hammer out details. Falcon Ridge would like as much information about how we forsee the bus routes and what kind of agreement would we have by Feb. 16th.

1. EXECUTIVE SESSION 8:00 PM

 In accordance with [Idaho Code, Section § 74-206(1)(a)&(f)] the Board may elect to hold an executive session to discuss (a) personnel matters and (f) legal matters.

ADJOURN 8:47PM